

BAY TOWNSHIP BOARD OF TRUSTEE

February 12, 2026

REGULAR MEETING MINUTES

UNAPPROVED

CALL TO ORDER

Supervisor Gaudard called the meeting to order at 6:00 PM and led with the Pledge of Allegiance. Other Board members in attendance were Trustee D. Beynon, Trustee S. Van Dam, Treasurer D. Bonneville, and Clerk W. Simmons.

PUBLIC COMMENT

Public Comment opened and closed at 6:01 PM with no comments.

PRIOR MEETING MINUTES

MOTION by Beynon, seconded by Van Dam to approve the January 8, 2026 Board of Trustees regular meeting minutes as corrected upon affirmative voice vote of the Board Members present.

SUPERVISOR REPORT

- Met with City of Boyne City to discuss EMS billing and have worked out an acceptable formula to be used for all townships to use going forward.
- Melrose Township has requested Bay Township to assist in partnering with them on an inspection of the Walloon Lake Dam located in Melrose Township. Bay Township will not go into an agreement as it is their responsibility.
- Met with the Charlevoix County Road Commission and received copies of the PASER report with their recommendations of road up grades. The CCRC will also be working on the Sumner Road boat launch issues this coming spring.
- Received information back from Rhonda Stowers of Plunkett and Cooney regarding the steps required by The Horton Bay Church to complete in order for the North Bay Cemetery to be transferred over to Bay Township.
- The Planning Commission will continue working with Rhonda Stowers of Plunkett and Cooney as their attorney's office of choice.
- Mike Bila of Bauckham, Thall, Seeber, Kaufman & Koches, P.C. will be invited to the March meeting.

CLERK REPORT

No report

TREASURER REPORT

January 31, 2026 Treasurer's report as follows:

UNRESTRICTED FUNDS

General Fund Savings: Huntington	\$ 198,491.40
General Fund Savings: 4Front Credit Union	\$ 247,019.20
General Fund Savings: Chx State Bank	\$ 40,005.74
General Fund Checking: Huntington	\$ 30,063.35
Capital Fund: Northland Credit Union	\$ 52,792.96
TOTAL UNRESTRICTED FUNDS:	\$ 568,372.65

RESTRICTED FUNDS:

Road Fund Savings: Huntington	\$ 312,087.16
Road Fund Savings CD: Huntington	\$ 0
TOTAL RESTRICTED FUNDS:	\$ 312,087.16

TAX FUND CHECKING

Tax Fund Checking: Huntington	\$2,016,209.51
TOTAL ALL FUNDS	\$2,896,669.32

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WARRANTS

A written report by Simmons presented the warrants for payment.
MOTION by Van Dam, seconded by Beynon to approve the February 12, 2026 warrants, totaling \$ 90,809.36 to be paid from the General Fund passed upon affirmative roll-call vote of the Board members present.

**PLANNING COMMISSION
REPORT- ARTICLE 6**

Note: A copy of the Planning Commission's report is on file with the Twp. Clerk.
Article 6 Waterfront Overlay will be sent to Rhonda Stowers of Plunkett & Clooney for review of the verbiage. Drawings will be worked on. The Board was in agreement to have the Planning Commission contact a person they could work with to assist in the drawings i.e.; Beckett and Raeder or similar professional organization.

The Board would like the Planning Commission to look into short term rentals this upcoming year.

**Article 4.33 Special Events
Language Modifications**

MOTION by Simmons, seconded by Van Dam to approve the zoning language change in Article 4.33 a5, Special Events, as approved by Board of Commissioners passed upon affirmative roll-call vote of the Board members present.

ZONING ADMINISTRATOR

Note: A copy of the Zoning Administrator's report is on file with the Township Clerk.
Lot splits were approved on Sunterra Trail, Church Road (moving north property line) Camp Daggett Road (splitting up Stolt family farm).

**ZONING BOARD OF
APPEALS**

~~Case was denied as non-conforming because of lot restrictions for a ZBA request to add a shed/storage building. Per the ZBA there were other options available.~~

Public Hearing to hear the request of the Johnson Family Trust; 27638 Valley Brook Ave, Boyne City, MI 49712; Tax Identification Number 15-001-600-010-00. The request is for a variance to construct a 10'x20' shed on an existing pad. The request was denied.

CEMETERY/SEXTON

Note: A copy of the Cemetery/Sexton report is on file with the Township Clerk.

**CHARLEVOIX COUNTY
ROAD COMMISSION**

As covered in the Supervisor's report, a meeting was held with the CCRC to review the PASER reports along with their recommendations to use Chip and Fog Seal on existing paved roads:

- Camp Daggett Rd. (4.41-Miles) Old Horton Bay to county line for an estimated cost of \$180,518.00.
- Church Rd. (1.00-Mile) Camp Daggett Rd to Horton Bay N Rd. for an estimated cost of \$39,721.00.
- Old Horton Bay Rd. (1.28-Miles) Camp Daggett Rd to the township line for an estimated cost of \$50,563.00.

Reconstruction of existing paved roads:

- Camp Sherwood Rd, (1.03 Miles) Camp Daggett to Zenith Heights Rd. for an estimated cost of \$385,000.
- Whisper, Windy & Leisure Lanes (0.83 Mile) entire length of roads for and estimated cost of \$350,000.

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- Camp Daggett Road, (0.27 Mile) old Horton Bay Rd. South to road end and Wildwood Heights Road (Township line North to Walloon Lake for an estimated cost of \$150,000.
Gravel – place 6” inches of new gravel on road surface
- Flagg Ave. (0.39 Mile) Zenith Heights Rd. East to seasonal road sign and Valley Brook, Flagg Ave. to road end for an estimated cost of \$55,000.
- Forest Ave. (0.16 Mile) Wildwood Heights Rd. East to road end for an estimated cost of \$25,000.
- Horton Creek Rd. (0.31 Miles) Horton Bay N. Rd. to seasonal road sign for an estimated cost of \$35,000.

**NORTH BAY CEMETERY
ACQUISITION**

Rhonda Stowers of Plunkett Cooney, Attorneys & Counselors at Law, was contacted with guidelines to proceed with the acquisition of North Bay Cemetery. Supervisor Gaudard has contacted Pastor Kathy at the Horton Bay Methodist Church to review what the Church will need to complete according to MCL 456.182 and MCL 333.2458 legal codes in order to transfer the deed to Bay Township.

**CHANGE OF LEGAL
COUNCIL**

Clerk note: The Planning Commission will continue to use Rhonda Stowers with Plunkett & Cooney at this time.

Bay Township Board is in agreement to switch over to Attorney Michael Bila of Bauckham, Thall, Seeber, Kaufman & Koches, PC of 470 W. Centre Ave., Ste A, Portage, MI 49024 (269-382-4500) for future cases effective immediately.

**CITY OF BOYNE CITY
EMS**

Supervisors met with the City of Boyne City regarding EMS interlocal formulas being updated and removal of all past shortfall assessments from 2023, 2024 and 2025. The new contract and formula propose 51% allocated to Boyne City and a 49% distributed across 8 townships on non-reimbursed expenditures. The township portion will be calculated based on a weighted formula of 30% population and 70% average run volume over the previous three years. The proposed allocation for 2026/2027 budget projections for Bay Township will be \$73,400.

The City of Boyne City is drafting a new Intergovernmental Agreement (IGA) and will share it in a follow-up session during the last week of April.

**2025/2026 AUDIT
PROPOSAL MORGAN &
ASSOCIATES**

MOTION by Simmons, seconded by Bonneville to accept the technical proposal dated January 27, 2026 for financial audit services from Morgan & Associates located at 1787 Grand Ridge Ct NE., Ste. 200, Grand Rapids, MI 49525, passed upon affirmative roll-call vote of the Board Members present.

**RESOLUTION TO SHARE
ASSESSING & TAX INFO
#2026-02-01**

**TOWNSHIP OF BAY
CHARLEVOIX COUNTY, MICHIGAN
RESOLUTION NO. 2026-02-01
DATE ADOPTED: February 12, 2026**

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RESOLUTION TO SHARE ASSESSING AND TAX INFORMATION WITH THE COUNTY TO BE USED IN NEW PROPERTY INFORMATION AND PARCEL MAP WEBSITE

WHEREAS, On October 8, 2025, the Charlevoix County Board of Commissions accepted an agreement submitted by Pivot Point Partners, LLC, to create a parcel information and mapping website (the "database") for the County, in an effort for the County to provide additional transparency and access to public information; and,
WHEREAS, the database will include an online GIS property viewer, and provide public access to information concerning a property including, but not limited to, the property's real estate information, sales history, property taxes, and include a GIS property viewer; and,
WHEREAS, the County desires for the software to be as comprehensive as possible to provide the public the most complete and up-to-date records possible; and,
WHEREAS, the County has requested that the Township, through the Township Assessor and Township Treasurer, share relevant assessing and tax information to be compiled into the database; and,
WHEREAS, the Township recognizes that in order for the County's software to have accurate information concerning Township properties the County requires property assessment and tax information from the Township; and,
WHEREAS, the Township finds it in the best interest of its residents to share assessing and tax information with the County for use in the database.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. The Township hereby directs the Township Assessor and Township Treasurer to work with the Charlevoix County Equalization Department and Charlevoix County Treasurer Department to provide assessment and tax information for properties in BAY Township.
2. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.
3. The Township shall, to the fullest extent permitted by law, fully indemnify and hold the County, and its officials, officers, boards, committees, commissions, agents and employees harmless from and against any and all expenses, losses, claims, demands, lawsuits, actions, liability and judgments for damages arising out or related to data sharing permitted by this Resolution.

Motion was made by Simmons, seconded by Gaudard, to adopt the foregoing Resolution. Upon roll call vote the following voted "aye": Gaudard, Bonneville, Beynon, Van Dam and Simmons upon roll call vote the following voted "nay": NONE

The Supervisor declared the motion carried and the resolution duly adopted.

BUDGET 2026-2027

A public hearing on the proposed 2026-2027 General Fund including the Road Fund budgets for the fiscal year ending March 31, 2027 will be held Thursday, March 19, 2026 at 10:00 A.M., at the Bay Township Hall, 05045 Boyne City Road in the Village of Horton Bay.

A special Board of Trustees meeting will be held Immediately following for the purpose of adopting the 2026-2027 budgets and approving the General Appropriations Resolution.

Considerations for the proposed budget:

- There will be a 2.7% increase in tax revenue for 2026-2027.
- Change Spring clean up curb side pick up to an annual Spring event.
- Increase Supervisor position salary to \$15,000 annually.
- Increase Planning Commission members per diem salary to \$125.00.

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- Additional funds to the Planning Commission for professional services.
- Additional funds to the Planning Commission for 5-year update to the Master Plan working with Beckett and Raeder.
- Minimal funds for Parks and Rec to update the over due Parks and Rec plan working with Beckett and Raeder.
- Emergency Services are now running a minimum of \$225,000 annually. Consider requesting a 1 mill increase on the November ballot.

**BLINKING YELLOW
LIGHT BOYNE CITY/
LAKE ST. CURVE**

Per discussion with the CCRC this light is no long needed since the road curve was reworked in 2020. It costs the Township \$800.00 annually in electricity. The Board requested to have the CCRC send us something in writing indicating this decision. Note: The light was not working for numerous weeks in December and January and there were no complaints or concerns.

PUBLIC COMMENT

Charles Barsey wanted to let the board know he has been approached by a cell tower company to put up a tower on his property. The company would have to contact the Zoning Administrator as there is zoning with regards to cell towers in Bay Township.

ADJOURNMENT

MOTION by Bonneville, seconded by Simmons to adjourn the meeting at 7:55 PM, passed upon affirmative voice vote of the Board Members present.

Respectfully submitted,



Bay Township Clerk